

TRIPURA GAZETTE



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**PART--I-- Orders and Notifications by the Government of Tripura,
The High Court, Government Treasury etc.**

**GOVERNMENT OF TRIPURA
GENERAL ADMINISTRATION (PERSONNEL & TRAINING) DEPARTMENT**

NO.F.3(2)-GA(P&T)/CON/18(L):

Dated, Agartala, the 11th May, 2023.

NOTIFICATION

In partial modification of SI.No.(i) of this Department Notification No.F.3(2)-GA(P&T)/CON/18, dated 12th April, 2019, the Governor is pleased to revise the schedule of timeline for submission of self appraisal by officers-reported-upon as well as recording of comments by the reporting, reviewing and accepting authorities etc. on the Annual Performance Appraisal Reports (APAR) of TCS, TPS and TFS officers through Sparrow (Tripura) portal.

Following schedule should be strictly followed—

<u>Activity</u>	<u>Due Date</u>
i) Blank APAR form to be given to the officer reported upon by the Admnv. Deptt., specifying the reporting, reviewing and accepting officers.	– 1 st April
ii) Submission of Self Appraisal by the officer reported upon	– 31 st May
iii) Appraisal by the Reporting Authority	– 31 st July
iv) Appraisal by the Reviewing Authority	– 30 th September
v) Appraisal by the Accepting Authority	– 31 st December
vi) Disclosure of APAR to the officer reported upon	– 31 st December

2. The above schedule/timeline shall come into effect with effect from the Assessment Year: 2023-24 (reporting year: 01/04/2022 to 31/03/2023) onwards.

By order of the Governor,

(Jai Datta)

Under Secretary to the
Government of Tripura.